PTE Writing Frameworks & Linking Words

Essay and summary structures, plus linking words grouped by what they do.

Essay structure

Paragraph	What to write
Introduction	Paraphrase the topic and state your position clearly
Body 1	Main reason + explanation + example
Body 2	Second reason, or the opposing view and your response
Conclusion	Restate your position and summarise the main reasons

Summary tasks

- Summarise Written Text: one complex sentence with the main idea + key supporting point
- Summarise Spoken Text: main topic + 2–3 key points + conclusion, within the word limit
- Always check word count, capitals and full stops

Linking words

Purpose	Words & phrases
Adding	Furthermore, In addition, Moreover, Not only… but also
Contrasting	However, Nevertheless, Whereas, On the other hand
Cause & effect	As a result, Consequently, Therefore, Due to
Examples	For instance, For example, Such as, A case in point is
Concluding	In conclusion, Overall, To sum up

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